

**WASHINGTON DEPARTMENT OF FISH AND WILDLIFE
LANDOWNER INCENTIVE PROGRAM**

2004/2005 Grant Application Overview and Instructions

OVERVIEW: The Landowner Incentive Program (LIP) is a competitive grant process to provide financial assistance to private landowners for the protection, enhancement, or restoration of habitat to benefit "species-at-risk" on privately owned lands. Species-at-risk is defined for LIP as any fish or wildlife species that is federally or state listed as threatened or endangered, is proposed or is a candidate for listing as threatened or endangered, as well as any other animal species determined to be at risk by WDFW.

Approximately \$760,000 is available through LIP with individual landowners typically eligible for up to \$50,000 in assistance. In addition, \$50,000 has been set aside for small grants. An individual applying for these small grant funds may apply for up to \$5,000. A 25% nonfederal contribution is required, which may include cash and/or in-kind (labor, machinery, materials) contribution. Priority will be given to projects that provide more than the required minimum 25% nonfederal contribution.

APPLICATION PROCESS: All applications must be on the LIP application form. Application forms may be obtained from the WDFW website (<http://www.wa.gov/wdfw/lands/lip>), WDFW regional offices, or from the LIP coordinator at (360) 902-2478. Completed applications are due on or prior to December 31, 2004. Send completed applications to the LIP Coordinator:

Ginna Correa
WDFW Wildlife Program
600 Capitol Way North
Olympia, WA 98501-1091

Projects will be scored by a science panel based on prioritization criteria and funded beginning with the highest score. Only projects that clearly benefit species-at-risk will be considered for funding. Utilizing point values for scored projects, the final determination for funding projects will be made by the Director. The LIP Project Prioritization Criteria can be found at on the agency website or are available upon request from the LIP coordinator.

If a landowner or applicant is not already working with WDFW personnel and would like advice on project design, evaluation and species-at-risk determination, they may contact our LIP biologist:

Jeff Skriletz
WDFW Fish Program
360-902-8313
skriletz@dfw.wa.gov

APPLICATION INSTRUCTIONS: The following instructions correspond to numbered information requests on the application:

1. **Project Title:** Name the project with a title that identifies the activity, location, and/or landowner's name.
2. **Project Applicant:** Provide applicant's name and contact information. Identify landowner/contact information if different than applicant. Provide the name(s) of WDFW personnel involved and the type of involvement.
3. **Project Location:** Indicate the county, ¼ section, township and range for project site. Provide name of stream and receiving body, if the project is associated with a stream. Note the stream or

watershed number and river mile if known. Attach an 8.5"x11" black and white site map that includes project location, land ownership and directions to the project site. The map can be a photocopy of an aerial photo, USGS, Metzgers map or other map type. Provide a site plan of the project area. Clearly delineated hand-drawn maps and site plans will be accepted.

4. **Project Description:** Provide a short, single paragraph summary on the form that includes project objectives and tasks. Also attach a more detailed project description that includes types of habitat to be treated, severity of the problem(s) and how the proposed activities will correct the problem(s). Describe the benefits to species-at-risk. Quantify the amount of habitat treated by this project (such as acres to be treated, length of stream to be fenced, number of snags to be created, or acres protected under targeted easement). Indicate which LIP focus area is treated by this project. List the species-at-risk that will benefit from your project (see LIP Species at Risk on website).
5. **Partnerships and Contributions:** List the partners involved in the project and indicate the type and amount of their involvement.
6. **Supporting Plans/Planning Efforts:** List any broader scale conservation planning efforts (such as watershed planning, lead entity salmon habitat recovery, species recovery plans) at the state or regional level that support this project.
7. **Timing:** Provide a brief sequence of tasks or a project time line with estimated dates. For task activities, give brief examples, such as excavation, fence installation, and/or riparian zone planting. Indicate, in years, the length of time the landowner is willing to protect or preserve the benefits of the project. Please note that LIP now requires a ten-year minimum. Conservation easements must be in perpetuity to be considered for funding. Provide additional timing considerations, such as instream work windows or bald eagle nest restrictions.
8. **Estimated Costs/Proposed Budget:** When developing a budget proposal, use the following categories:
 - a. **Permitting:** Some permits require a fee while others are provided without cost to the applicant.
 - b. **Materials:** Materials are the essential supplies you expect to purchase and/or rent to perform a project, such as lumber, hardware, plant materials, culverts, small equipment rental, etc.
 - c. **Contracted Services:** Contracted services are generally professional services, such as consulting engineers, architects and/landscape designers or vendors who rent heavy equipment and/or operator for excavating and grading.

Determining Nonfederal Contribution: It is necessary to distinguish between LIP funds requested, nonfederal cash contribution and in-kind contribution. LIP requires a minimum 25% nonfederal contribution that can be cash or in-kind. In-kind contribution may include volunteer labor calculated at \$15 per hour or the donation of materials or machinery. To determine the minimum nonfederal contribution, calculate the total project cost and multiply by 0.25. List only non federal contributions that are to be used for LIP match.

Signatures: All applications must be signed by the project applicant and the landowner (if different than the applicant).



WASHINGTON DEPARTMENT OF FISH AND WILDLIFE
Landowner Incentive Program - Application for Project Funding 2004-2005

1. PROJECT TITLE _____

2. PROJECT APPLICANT

Name _____
Address _____
City _____ Zip _____
Phone (s) _____
Email _____

LANDOWNER (if different than applicant)

Name _____
Address _____
City _____ Zip _____
Phone(s) _____
Email _____

Name(s) of WDFW personnel involved _____

Type of WDFW involvement _____

3. PROJECT LOCATION (with site map attached):

County _____ 1/4 Section _____ Section _____ Township _____ Range _____

Stream Name _____ Stream (watershed) Number _____ River Mile _____

4. PROJECT DESCRIPTION

Project Summary (clearly and briefly define project objectives and tasks):

On a separate sheet, provide a detailed project description. Please include a description of existing site conditions and vegetation, severity of the problem, methods and equipment to be used, type of materials, benefits to species-at-risk, monitoring and maintenance plan, etc. Also include a site plan (hand drawn is acceptable).

Amount of habitat treated:

Habitats treated: circle applicable LIP Focus Area

Marine Bird Habitat Conservation/Enhancement

Small Forest Landowner Incentives

Local Watershed Conservation/Restoration

Species-at-Risk (must benefit from project and documented in project vicinity):

1)	4)
2)	5)
3)	6)

5. PARTNERSHIPS AND CONTRIBUTIONS:

Name of Agency/Group	Type of Technical Advice	Amount of Financial Contribution (\$)	Type of In-Kind Contribution	Value of In-Kind Contribution (\$)

6. SUPPORTING PLANS/PLANNING EFFORTS:

1)
2)
3)
4)

7. TIMING (through the year 2008, if applicable):

Task	Task 1. Complete Design	Task 2. Submit Permit Application(s)	Task 3:	Task 4:	Task 5:	Task 6:
Date						

Other timing considerations (permit windows, etc): _____

Is a perpetual conservation easement being requested (circle one)? Yes No

How many years will the landowner commit to preserving the benefits of the project (circle one):

10 years 15 years 20 years 25 years > 25 years

8. ESTIMATED COSTS/PROPOSED BUDGET:

Budget Category	LIP Funds Requested	Non-Federal Cash Contribution*	In-Kind Contribution*	Category Totals
Permitting				
Materials				
Contracted Services				
Other (specify)				
Total				

* 25% non-federal contribution or in-kind donation is the minimum required

Project Applicant Signature _____ Date _____

Landowner Signature _____ Date _____
(if different than applicant)